



# **FY 2011 Homeland Security Grant Application Workshop**





## **Preparing Kentucky's Communities, First Responders, and Families**





# Agenda

- **Submission Requirements**
- **Application**
- **Review and Award Process**





# **FY 2011 Homeland Security Grant Submission Requirements**

- **State and Federal Grant Criteria**
- **One Project = One Application**
- **Original + 5**
- **June 24, 2011 = Post Marked**



## **Eligibility Requirement to Apply Local Units of Government**



## **Eligibility Requirement to Receive Award**

- **NIMS Compliance**
- **Mutual Aid Agreement**
- **KWIEC Approval**



# FY 2011 Homeland Security Grant

## Eligible Projects

### First Responder Equipment





# FY 2011 Homeland Security Grant

## Eligible Projects Communications





# **FY 2011 Homeland Security Grant**

## **Eligible Projects**

### **Critical Infrastructure Protection**





# **FY 2011 Homeland Security Grant**

## **Eligible Projects**

### **Mobile Data Computers**





# **FY 2011 Homeland Security Grant Applications**

## **Separate Application for Each Project Type**

- **Cover Sheet**
- **Information Page**
- **Application Sections**
- **Attachments**



# CRITICAL INFRASTRUCTURE PROTECTION PROJECT

## Grant Application Instructions and Guidance FY 2011 Homeland Security Grant Program Kentucky Office of Homeland Security

- All applications must comply with the published state and federal criteria.
- The Kentucky Office of Homeland Security Grant Application can be accessed on-line at [www.homelandsecurity.ky.gov](http://www.homelandsecurity.ky.gov)
- Only eligible applicants may apply for HSGP funds. Eligible applicants include units of government: City or County Governments, Area Development Districts, Merged Units of Government, Universities, etc.
- The lead applicant is responsible for grant funds and administration including, but not limited to, assurances and audit requirements, maintenance of records, etc.
- An agency may submit multiple applications; however, each application must contain only one project.



### Grant Application Checklist

This checklist is for your convenience in preparing, completing and submitting your grant application.

#### A complete application submission must contain the following:

- |  |  |
|--|--|
| <input type="checkbox"/> Application Cover page, including appropriate signatures. | <input type="checkbox"/> Equipment Quote                         |
| <input type="checkbox"/> Section I: Project  | <input type="checkbox"/> AEL Information Sheet                   |
| <input type="checkbox"/> Section II: Budget  | <input type="checkbox"/> Partnering Agency Letters of Commitment |
| <input type="checkbox"/> Section III: Attachments                                  | <input type="checkbox"/> Other Attachments                       |

All copies of application should be stapled.

*Do not submit applications in binders, plastic covers or bound in any way.*

Send the original and five (5) hardcopies of the completed grant application to:  
Grants Management Branch  
Kentucky Office of Homeland Security  
200 Mero Street  
Frankfort, Kentucky 40622

#### IF YOUR APPLICATION IS CHOSEN FOR FUNDING, THE FOLLOWING DOCUMENTATION

##### MUST BE PROVIDED WHEN NOTICE OF AWARD IS RECEIVED:

- |                                     |  |
|-------------------------------------|--|
| • Signed Grant Terms and Conditions | • Project Management Team with Contact Information |
| • City/County Resolution            | • Timeline for Completing the Project              |
| • Environmental Documents           | • Procurement Policy                               |

**ALL FUNDED APPLICANTS MUST ALSO BE NIMS COMPLIANT AND HAVE A MUTUAL AID AGREEMENT WITH KSP.**

For questions about this application, please contact the  
Grants Management Branch at 502.564.2081 or email:

Jason Childers	<a href="mailto:jason.childers@ky.gov">jason.childers@ky.gov</a>
Holly Downey	<a href="mailto:holly.downey@ky.gov">holly.downey@ky.gov</a>
Laurel Wood	<a href="mailto:laurel.wood@ky.gov">laurel.wood@ky.gov</a>
Susan Wilkerson	<a href="mailto:susan.wilkerson@ky.gov">susan.wilkerson@ky.gov</a>

Applications **MUST** be POSTMARKED on or before **Friday, June 24, 2011**.



## Application Information Sheet

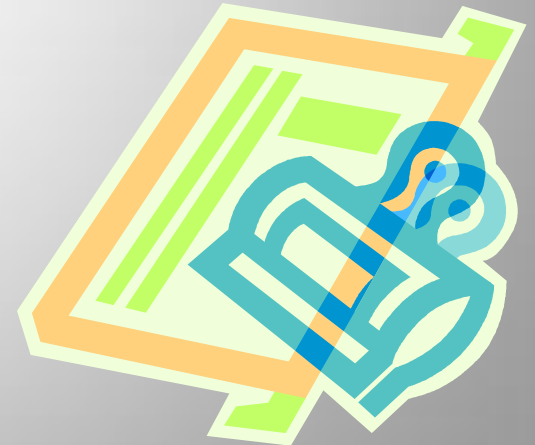
- Grant Application Checklist
- Stapled

**NO BINDERS**

**NO PLASTIC COVERS**

**NO FANCY COVER SHEETS**

- Original + 5 Copies
- POSTMARKED by June 24, 2011



# CRITICAL INFRASTRUCTURE PROTECTION PROJECT

2011 Kentucky Office of Homeland Security Grant Application CFDA #97.067

**KOHS USE ONLY** Date Received \_\_\_\_\_ Application #11- \_\_\_\_\_

## Lead Applicant Agency

(City of, County of, State of, etc.) \_\_\_\_\_

County Name \_\_\_\_\_ County Code \_\_\_\_\_

## Partnering Cities/Counties/Agencies

Organizations: ☐ City ☐ County ☐ ADD ☐ University ☐ Other  
(Check as appropriate on each line)  
☐ Law Enforcement ☐ Fire ☐ EMS ☐ EMA ☐ Hazmat Team(s) ☐ Other

Please provide: House District \_\_\_\_\_ Senate District \_\_\_\_\_  
ADD District \_\_\_\_\_

Proposal Information: Is this a continuation of a Homeland Security Grant? Yes ☐ No ☐ If Yes, identify the project(s): \_\_\_\_\_

Project Number and Number \_\_\_\_\_ Amount \_\_\_\_\_

Local Project Title: \_\_\_\_\_

Please check the categories below that best describe your project:

- ☐ Power - Equipment  
☐ Physical Security Enhancement Equipment  
☐ Other Authorized Equipment \_\_\_\_\_

## Budget Summary

Total Amount Requested \_\_\_\_\_

## Approvals

Was a Vulnerability Assessment recommended for this project? ☐ Yes ☐ No Rate of Assessment \_\_\_\_\_

Who conducted assessment? \_\_\_\_\_

Authorizing Official	Project Director/Contact	Financial Officer
Name: _____	_____	_____
Title: _____	_____	_____
Address: _____	_____	_____
City, Zip: _____	_____	_____
Phone #: _____	_____	_____
Fax #: _____	_____	_____
Email: _____	_____	_____
Original Signatures: _____	_____	_____



# Application Cover Sheet

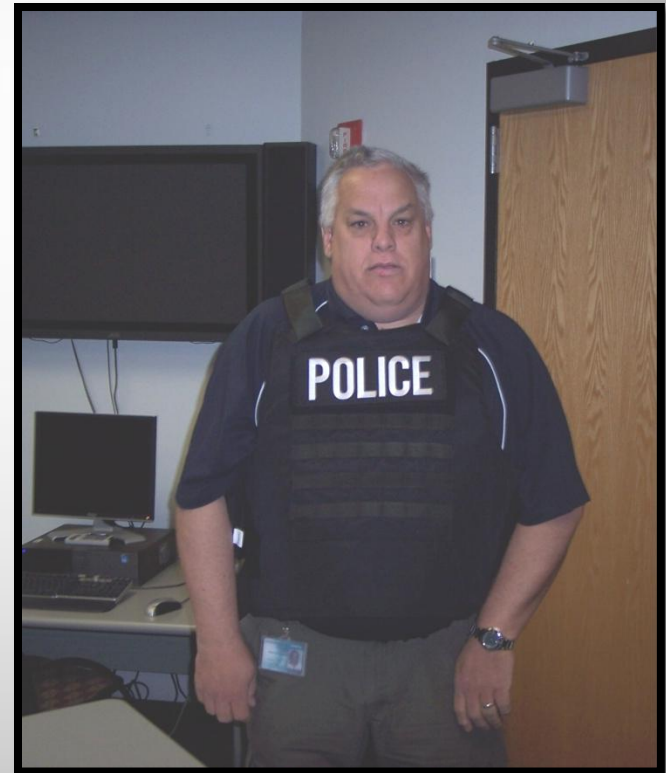
- Place on top of application packet
- Statistics
- Data Entry
- Complete





# Application Cover Sheet

- **Lead Applicant Agency**
- **Local Project Title**
- **Categories**
- **Authorizing Official**
- **Project Director**
- **Financial Officer**





## Project Background

- Problem
- Solution
- Specific questions for each category
- MDC – Statistical Chart





## **Project Background MDC Project**

- **Number of Vehicles**
- **Number of Vehicles with MDCs**
- **Number of Vehicles without MDCs**
- **Number of MDCs Requested**



## **Project Specific Information**

- **Specific Questions for each Application**
- **Common Questions for each Application**
  - **Replace existing equipment**
  - **Studies or reports**





# **Project Specific Information Critical Infrastructure Protection**

- **What is the Critical Infrastructure**
- **Why is it considered Critical Infrastructure**
- **Who owns the Critical Infrastructure**
- **Risk Assessment**



# Project Specific Information Communications

- 4 categories

Radios

Infrastructure

9-1-1

Alert systems



- Prioritize radio and infrastructure projects



# Project Specific Information

## Radios

- **KWIEC Information**
- **Radio class and type**
- **Coverage**
- **Frequency**
- **P25 Compliant**





# Project Specific Information

## Communications Infrastructure

- Equipment
- FCC Licenses
- Narrowbanding
- P25 Compliance
- Propagation Study
- Network Diagram





# **Radio Project Communications Infrastructure Project**

## **Kentucky Wireless Interoperability Executive Committee KWIEC**

**<http://kwiec.ky.gov>**

**[Charlesr.miller@ky.gov](mailto:Charlesr.miller@ky.gov)**

**Chuck Miller      502-564-5397**



# **Project Specific Information**

## **9 – 1 – 1**

- **Equipment Information**
- **Compatible with KY NG State Plan**
- **Landline Fees**
- **Telecommunicators**
- **Dispatch Information**
- **9-1-1 Database**
- **Phase II Compliant**





# Project Specific Information

## Alert Systems

- Notification Plan
- Siren – Site and propagation map
- Structures involved
- Mapping plan





# Project Specific Information

## Mobile Data Computers

- Describe MDC and ALL related equipment
- Funds used to date





# Project Specific Information

## First Responder Equipment

- Equipment schedule
- Training
- Physicals





## Budget

- Complete the table
- AEL # and AEL Category
- Equipment
- Cost per unit
- Number of units
- Total cost per line
- Total cost for project





## Budget Narrative

- **Brief summary of expenditure**
- **Necessity and reasonableness**
- **Maintain and replace**
- **State Price Contract**





# KOHS Historical Funding

- Year
- Amount
- Project
- Who





# Law Enforcement Funding

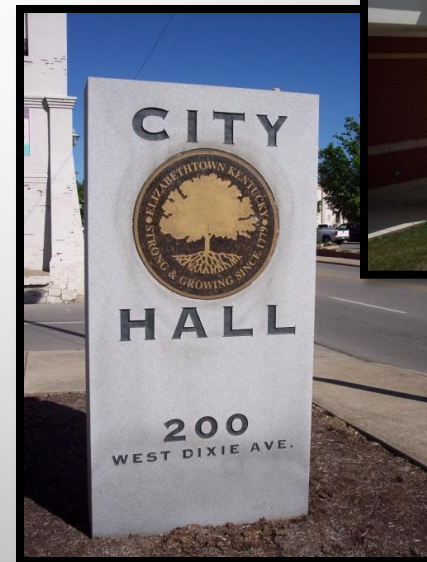
- **Federal Grant Criteria**
- **Reporting purposes**
- **No effect on review process**





## Attachments Required

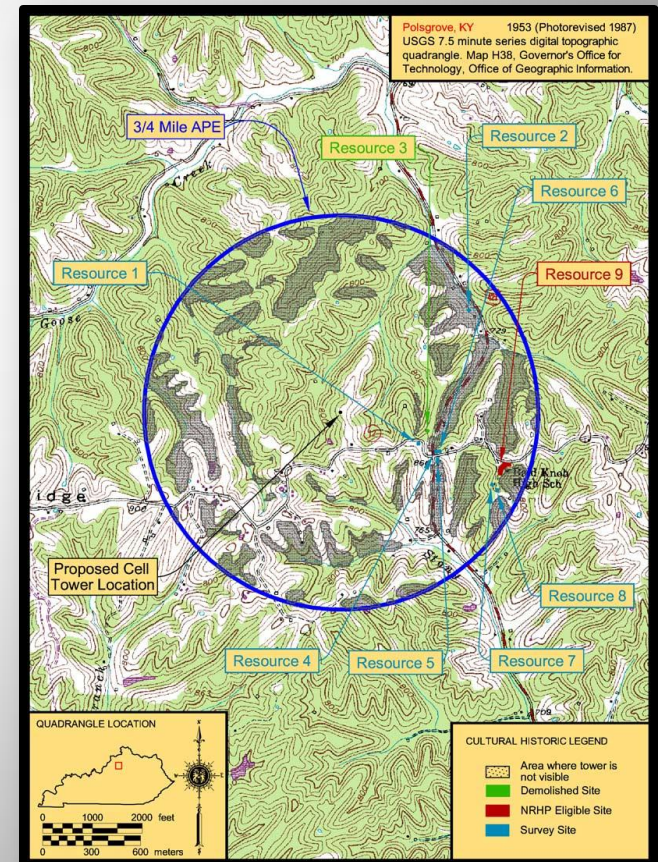
- Different requirements per category
- Partnering agency letters





## Additional Supporting Documents

- Supplementary information
- Graphics
- Maps





# Questions





## Review and Award Process

- Reviewed by category
- Reviewed for project, not application
- **NO** Numerical Scores
- Projects will be rated by Project Priority
- All projects receive a technical review



## **Technical Review**

- **First Responder Equipment – Peer Review Team**
- **Alert Systems – Peer Review Team**
- **Communications Projects – KWIEC**
- **9-1-1 Projects – CMRS**
- **Critical Infrastructure -KOHS Protective Programs**
- **MDCs - KOHS Executive Staff**



## Project Priority

- **Highly Recommended for Funding**
- **Recommended for Funding**
- **Proposal Acceptable**
- **Not Recommended for Funding**





## Grant Branch Review

- **Eligibility – Applicant**
- **Eligibility – Project**
- **Spreadsheet Reviews**



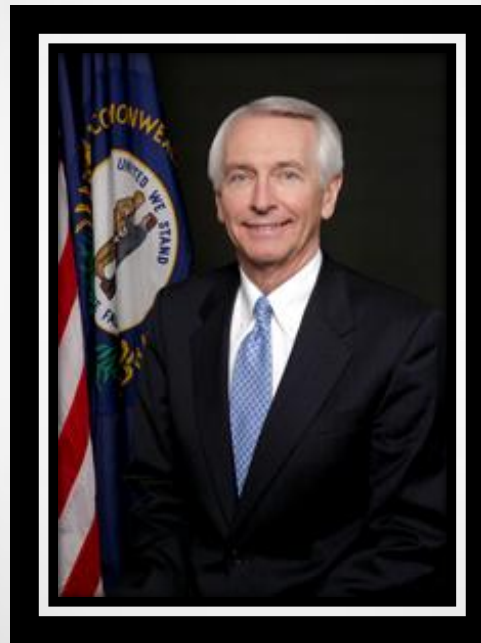


## **Executive Staff Review**

- **State Strategy**
- **Sustainability of KOHS Programs**
- **Not redundant with other programs**



## Governor Review



- **Reviews**
- **May provide recommendations**



## **Estimated FY 11 Award Timeline**

- **DHS provides State Application – May 10**
- **KOHS submits State Application – June 13**
- **DHS awards funding – Aug 8**
- **KOHS obligates within 45 days – Sep 22**



## FY 11 Process Changes

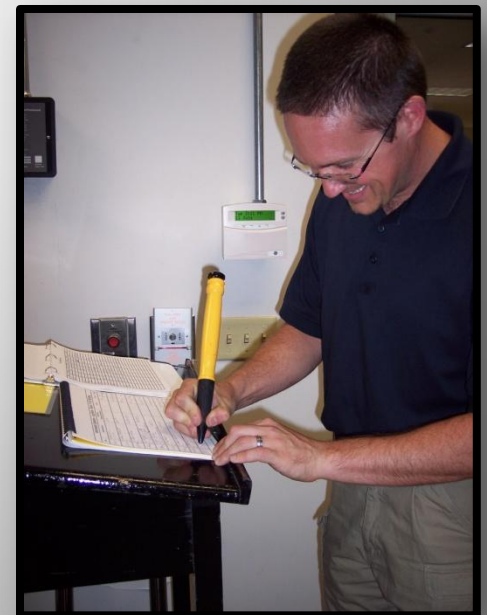
- **Separate Applications**
- **Application Review**
- **Post Mark Acceptable**
- **Award Requirements**





## Award Requirements

- **Signed Grant Terms and Conditions**
- **City/County Resolution**
- **KWIEC Approval**
- **Environmental Documents**
- **Timeline**
- **Procurement Policy**







## **Grants Management Branch**

### **502-564-2081**

**Jason Childers**      [jason.childers@ky.gov](mailto:jason.childers@ky.gov)

**Holly Downey**      [holly.downey@ky.gov](mailto:holly.downey@ky.gov)

**Laurel Wood**      [laurel.wood@ky.gov](mailto:laurel.wood@ky.gov)

**Susan Wilkerson**      [susan.wilkerson@ky.gov](mailto:susan.wilkerson@ky.gov)